



Republic of the Philippines
Department of Education

Region V - Bicol
SCHOOLS DIVISION OFFICE OF CATANDUANES

RELEASED

DepEd, Division Office of Catanduanes

RECORDS SECTION

Date: JUN 08 2020

Time: 8:01 AM

Initial Signature: [Signature]

OSDS-ICTU-DM- 120

TO: Assistant Schools Division Superintendent
 SDO Chiefs & Staffs
 Education Program Supervisors
 Public Schools District Supervisors
 Elementary/Secondary School Heads
 All other concerned

FROM: [Signature] **DANILO E. DESPI**
 Schools Division Superintendent

SUBJECT: **INVITATION TO ATTEND SDO ONLINE ORIENTATION AND DEMONSTRATION ON HOW TO USE THE GOOGLE MEET AND TEAMS APPLICATIONS**

DATE: **June 5, 2020**

To fully utilized and maximized the use of DepEd Email and Office 365 Accounts provided to us by DepEd Central Office and to give technical assistance on how to conduct virtual meetings/conference, the ICT unit would like to invite our interested Public Schools District Supervisors and School Heads to attend **INVITATION TO ATTEND SDO ONLINE ORIENTATION AND DEMONSTRATION ON HOW TO USE THE GOOGLE MEET AND TEAMS APPLICATIONS** respectively on the following dates:

DATE	TIME	PARTICIPANTS
June 9, 2020	9:30 – 11:00(AM)	Elementary School Heads
	2:30 – 4:00 (PM)	
June 10, 2020	9:30 – 11:00(AM)	Secondary Schools Heads and PSDS
	2:30 – 4:00 (PM)	

Since this is an online orientation and demonstration, participants must have internet access/connectivity, Laptop or Desktop and downloaded the VideoCon apps in their Mobile Phone-IOS/Android (Meet and Teams) available in PlayStore to be able to participate and join the said orientation.

For queries, you may contact CP #09291383262 or email at ictunit.ctd@deped.gov.ph.

Immediate dissemination of this information is earnestly desired